



AS-BUILT STRUCTURES

PLAN REVIEW AND INSPECTION PROCESS

San Luis Obispo County Department of Planning and Building

INTRODUCTION

As-built structures pose unique problems because the plan review and inspections occur after the work is finished and covered or concealed. Buildings that have been constructed without a building permit must meet the current building code minimum requirements. **Therefore, all items found not to be in code compliance during the plan check and inspection process must be corrected.** The owner of an as-built structure is responsible for making various components of the building accessible for inspection. This usually requires removal of building finish coverings in some locations. Special testing and reports by a testing agency approved by the Department of Planning and Building may also be required. At the first inspection, the building inspector will indicate which of the inspection procedures contained in this information bulletin apply.

These permits applications are accepted only by appointment. Appointments can be made in person at the public counter, or by phone (781-5600). The appointment should take no more than one hour.

PLAN REVIEW PROCEDURES

Prior to calling for an appointment to submit your construction plans for review and approval, please complete the following checked items

- ☐ General Application Form
- ☐ Construction Permit Application Form
- ☐ Consent of Landowner Form (if applicant does not own the property)
- ☐ Signed Information Disclosure Form
- ☐ Signed Division of Occupational Safety and Health Hazardous (DOSH) Activities Clearance Form

- ☐ Allocation Form (if applying for construction of new residence(s))
- ☐ Property and Project Layout showing (see sample property and project layout):
 - ☐ Property boundaries and fronting street(s)
 - ☐ Footprint of existing and proposed buildings and driveways
 - ☐ Location of existing and proposed easements
 - ☐ Distances between all existing and proposed structures and between all structures and the exterior property lines
 - ☐ Location of proposed and existing wells and septic systems
 - ☐ Vicinity map for use by the building inspector to locate the property

- ☐ **THREE Complete Sets of Construction Plans.** Plans must be prepared by an architect or engineer registered in the state of California and must include:
 - ☐ Site Plan
 - ☐ Floor Plans
 - ☐ Foundation Plan and Detail
 - ☐ Floor/Roof Framing Plans and Details
 - ☐ Structural Cross Sections (through the buildings) and Details
 - ☐ Exterior Elevations
 - ☐ Structural Details
 - ☐ Electrical/Mechanical/Plumbing Plans and Details
 - ☐ Note all door and window sizes
 - ☐ Title 24 Energy Calculations
 - ☐ Engineering Documentation

The content of the plans is subject to staff review and you may be required to submit additional plan correction.

INSPECTION PROCEDURES

The plans examiner and inspector will tell you which of the following items must be completed. The inspector may provide specific direction about how to complete each requirement.

- Expose the foundation at a minimum of three locations so that the footing depth and width can be determined. A minimum 2 foot by 2 foot inspection hole is required.
- Provide written verification from an approved testing agency that reinforcing steel was installed according to approved plans. Ultrasonic test or R-meter scans are acceptable for this purpose.
- Expose the foundation anchors (bolts) at a minimum of three locations.
- Expose all lateral resisting (shear) hold downs as shown on the approved plans.
- Remove building finish/wall covering over shear paneling for fastener inspection. A minimum 2 foot by 2 foot section and at least than one area per wall line must be exposed.
- Expose framing hardware and structural connectors.
- Provide under floor and attic access. Areas must have adequate crawl space and approved lighting.
- All structural welding will require the approval of a licensed engineer or architect and must be inspected by a county-approved certified welding inspector.
- Provide a written verification by a California licensed engineer or architect that the building is structurally sound.
- Submit a single line drawing of the entire electrical system. Show load calculations per National Electrical Code article 220. All circuits must be identified at the main or sub-panel and at each switch or receptacle outlet.
- Remove cover plates from electrical outlets, switches, panels, etc. Expose ground electrode and water bond

- connections. Remove light fixtures. Expose concealed wiring.
- Expose interior gas piping (if requested). Pressure test the entire gas piping system @ 10 psi for 15 minutes.
- Uncover exterior buried gas piping at each end and at 25 foot intervals, or as directed, and air test @ 10 psi.
- Expose sewage disposal systems. Remove inlet and outlet tank lids and pump the tank prior to inspection. The pumping receipt must be provided to the inspector. Expose the leach field at each end and at 50 foot intervals. The inspection hole must be two feet long and the full width of the leach trench.
- Expose drain waste and vent plumbing and air test the piping at 5 psi for 15 minutes.
- Make components of the mechanical system (heating and air conditioning) visible for inspection. Remove access panels if necessary and provide manufactures installation instructions. Expose vent piping within walls.
- Provide installation instructions for the fireplace. Expose required fire stops. Expose wall, ceiling and floor insulation.

Other issues that may need to be addressed, depending on the particular structure, include, but are not limited to:

- Expansive Soils
- Masonry Fireplaces
- Percolation Tests
- Interior Bearing Footings
- Geology Reports
- Flood Plane Elevations
- Road Encroachment/Engineering
- Time Limits to Obtain Permits - Inspections & Corrections
- Set Back from Lot Lines
- Other Planning Department Requirements
- CDF Requirements
- Services District Requirements

Our goal is to complete required inspections with as little disruption to the building as possible. However, we have a responsibility to the current and future property owners to ensure, upon final approval, that the building meets all current code requirements.